

**ILLINOIS TSA CONSTITUTION**  
**Amended 2007**

**I. NAME**

The official name of this organization shall be the Illinois Technology Student Association and may be referred to as "Illinois TSA" or "IL-TSA."

**II. OBJECTIVES**

The objectives of this organization are:

1. To assist local associations in the growth and development of TSA.
2. To assist local associations in the development of leadership and citizenship in social, economic, scholastic, and civic activities.
3. To increase the knowledge and understanding of our technological society.
4. To assist technology education students in the making of informed and meaningful occupation choices.
5. To develop, through group action, the ability of members to plan together, organize and carry out worthy activities and projects.
6. To explore technology and technological civilization.
7. To promote high standards of craftsmanship, scholarship, and safety.
8. To provide good leisure time activities, recreational activities, and hobbies.
9. To encourage students in creative expression.
10. To develop consumer knowledge in students.
11. To instill desirable habits and attitudes toward the American way of life and foster a deep respect for the dignity of work.
12. To provide occupational information and instruction pertaining to a broad range of occupations, including training requisites, working conditions, salaries or wages, and other relevant information.
13. To assist in providing guidance and counseling for students enrolled in technology education programs in making informed and meaningful choices in selected occupational fields.
14. To prepare individuals for enrollment in advanced or highly skilled technical education programs.
15. To expose students to the responsibility of representing a large membership.

**III. DIRECTION AND CONTROL**

The direction and control of Illinois TSA shall be vested in an Executive Board and a Board of Directors.

## **I. CHAPTERS**

Illinois TSA shall be composed of all affiliated chapters within the boundaries of the state. Chapters shall consist of students of technology education in public, private, or parochial schools and may be organized whenever in the judgment of teachers, students, and administrators feel it would be advantageous and beneficial to do so.

A. Affiliation as a chapter shall be governed by the following provisions:

- At such time as the perspective chapter has ten (10) active members and at least one (1) local advisor.
- By formal petition to the Executive Director along with a copy of the local Constitution and/or By-laws, and written approval by the local school administration.

B. Upon approval by the Executive Director, a Charter of Affiliation shall be issued to each chapter.

## **II. MEMBERSHIP**

Individuals shall be eligible for membership in one of the following classifications:

A. Active Membership - for students who are members in good standing of a local chartered chapter of TSA who are enrolled, at present, or have completed one course in technology education. Annual membership dues in the state organization shall be fixed by a majority vote of the Delegate Assembly as set forth in the standing rules of TSA Membership. Members who have paid dues shall be considered active members for the fiscal year of July 1 through June 30.

B. Associate Membership - for teachers, supervisors, teacher/trainers, alumni members of IL-TSA who are no longer high school students, and other persons active in the field of technology education. Membership may be voluntary or upon invitation by a local chapter. These members are not eligible to hold office or vote.

C. Honorary Membership- for persons elected by the Executive Board in recognition of outstanding interest in, or service to technology education or TSA.

## **III. REGIONS**

The State of Illinois shall be divided into regions for purposes of administration, promotion, and activities with other chapters. The boundaries of the regions shall be determined by the Board of Directors, recorded, and set forth in the standing rules of TSA.

A. Program of Work - A regular, definite, planned, and directed program of work and activity, relative to technology education, shall be carried on in the interests of the members within the regions and correlated through the Executive Board.

#### IV. GOVERNING BODIES

A. Board of Directors - The Board of Directors shall consist of advisors of local chapters from which state officers have been elected. The Board of Directors shall consist of at least five (5) members not necessarily including the Executive Director and the chairperson of the four standing committees. The Board reserves the right to appoint other persons to the Board.

The duties and responsibilities of the Board of Directors are to:

- Effect the incorporation of IL-TSA and establish policies for governing the legal and financial affairs of the association.
- Administer and control all finances of IL-TSA.
- Provide for the maintenance of a state office headquarters of IL-TSA and for the employment of an Executive Director and staff as deemed necessary.
- Recommend to the Delegate Assembly, through the Executive Board, policies, procedures, and regulations for carrying on the affairs of TSA and pass upon decisions made by these bodies.
- Provide for the establishment and administration of a TSA sponsorship program.

B. Executive Board - The Executive Board consists of the (5) annually elected state officers and the region presidents. These officers are: President, Secretary, Treasurer, Editor, Sergeant-at-Arms, and Region Presidents who serve in the capacity of Vice-president on the Executive Board.

It shall be the duty and function of the Executive Board to:

- Execute the decisions of the Delegate Assembly.
- Preside over state meetings and conferences.
- Call special meetings and conferences, subject to approval of the Board of Directors.
- Recommend to the Delegate Assembly, policies and procedures, as suggested by the Board of Directors.

C. Delegate Assembly -The Delegate Assembly shall be convened annually for the transaction of business of IL-TSA. This shall be an open meeting in accordance with the recommendations of the Executive Board and the Board of Directors. The Delegate Assembly shall consist of delegates selected from the active members of affiliated chapters. Each chapter shall be entitled to two delegates and each delegate shall have one vote. State officers shall preside at the Delegate Assembly. It shall be the duties and functions of the Delegate Assembly to:

- Enact by-laws, rules, and regulations necessary for the conduct of the affairs and activities of the organization.
- Establish the official paraphernalia of the organization such as emblem, colors, motto, creed, jewelry, wearing apparel, and other items that may be deemed necessary.
- Establish the official ritual of the organization, including opening and closing ceremony and others which may be desired.
- Elect State Officers of the organization.
- The Delegate Assembly shall meet at the time and place of the annual state conference of IL-TSA.

## V. OFFICERS

### A. The State Officers of IL-TSA shall be as follows:

- President - The President shall preside at all meetings of TSA and at all Executive Board meetings. In the absence of the President, a Region President shall be appointed to preside over the meeting. The President shall be elected each year at the Delegate Assembly.
- Region Presidents - The Region Presidents shall be responsible for Region programs and shall preside over Region meetings. The Region Presidents may appoint or have elected other Region officers as necessary. One Region President shall be elected from each Region at the annual state conference during Region Meetings.
- Secretary - The Secretary shall be responsible for keeping the minutes of Executive Board meetings and the Delegate Assembly with the assistance of the state staff. The Secretary shall be elected each year at the Delegate Assembly.
- Treasurer - The Treasurer shall assist in the preparation of the annual budget and report on the financial condition of IL-TSA to the Delegate Assembly. The Treasurer shall be elected each year at the Delegate Assembly.
- Sergeant-at-Arms - The Sergeant-at-Arms shall interpret the Rules of Order and shall be permitted to secure the assistance of a Registered Parliamentarian. The Sergeant-at-Arms shall be elected each year at the Delegate Assembly.
- Editor - The Editor shall be responsible for securing chapter news and pictures for publication and shall work with the Board of Directors in the issuance of TSA publications. The Editor shall be elected each year at the Delegate Assembly.

### B. Eligibility Requirements for holding State Offices shall be:

- Active membership status during term of office.
- Endorsement of Local Chapter and Local Advisor.
- Written permission of the candidate's parent/guardian and school principal.
- Must not be a senior when running for office.
- Must be a candidate for only one office.

### C. Replacement of State Officers

- The President shall have the power to appoint pro tem, a new officer to replace an officer lost for any reason, except as stated in Part 2, below. The new officer shall come from the same chapter as the officer he/she is replacing, and must receive the approval of the Executive Board at its first meeting following the appointment.
- In the event of the loss of the President, a new President shall be elected by vote of the Executive Board.
- In the event a chapter does not affiliate for the coming year, and a member of this chapter is an Executive Board member (not including the President) the President, if possible will appoint a replacement from the same region with the consent of the Executive Board.

## VI. ADVISORS

### Chapter Advisors

Each Chapter shall have a local advisor who shall be a teacher in the Chapter's home school. The Advisor shall be able and willing to devote time and interest to the affairs of the Chapter and make every effort to perpetuate the Chapter.

## VII. MEETINGS

- Annual State Conference
  - The Annual State Conference of IL-TSA shall be held at such time and place as the Executive Board shall decide. The Board of Directors may, at its discretion, fix a conference fee to be paid by all persons attending the regular sessions of the conference. Illinois TSA Executive Board and Board of Directors members shall have their conference registration fee paid by IL-TSA.
- Board of Directors Meetings
  - The Board of Directors shall meet at the call of the Chairperson.
- Region Meetings
  - Region meetings shall be held for the purpose of providing educational, leadership, social, and recreational experiences for members.
- Annual Leadership Training Conference
  - An Annual State Leadership Training Conference shall be held for the benefit of State and Local Officers. The Conference shall consist of parliamentary procedure duties, agenda for the coming year, duties related to offices held, and any related activity deemed helpful. The Board of Directors shall, at its discretion, fix a conference fee to be paid by all in attendance. Executive Board and Board of Directors members shall be responsible for their expenses involved in attendance.

## **VIII. COMMITTEES**

A. Standing Committees - The Standing Committees of IL-TSA shall be:

- Competitive Events Committee - this committee shall maintain an accurate, updated handbook available to all chapters. Events should parallel those of the National TSA where applicable.
- Membership (Growth and Enhancement) Committee - the purpose of this committee is to enrich experiences for present members, to encourage affiliation of present local chapters with the state and national organization, to secure new chapters in the state, and to encourage larger membership in presently affiliated chapters.
- Leadership Training Conference Planning Committee - the purpose of this committee is to secure a location, set dates, and to plan an agenda for the Annual Leadership Training Conference.
- Annual State Conference Planning Committee - this committee shall secure a location, set dates, and create an agenda for the Annual State Conference.
- Additional committees may be appointed from time to time by the Board of Directors as the necessity for them arises.

## **IX. CHAPTER IDENTIFICATION**

The official colors of IL-TSA shall be red, white, and navy blue. The navy blazer with the red, white, and navy blue emblem shall be considered the official dress and is to be worn as such at all TSA functions.

The colors of TSA represent:

- White - the high standards, morals and religious beliefs we hold.
- Red - the strength and determination of technology education students and teachers to obtain their goals.
- Navy Blue - the sincerity of the technology education students and teachers in obtaining a greater knowledge of our technological world.

The navy blue blazer will be furnished to all elected IL-TSA officers for their use during their term of office. State officers may purchase blazers locally and be reimbursed by IL-TSA at a rate to be set by the Board of Directors. Blazers shall be available for purchase by local members through the official TSA supplier. State officers may purchase their TSA blazers following their term of office at a price determined by the Board of Directors.

The emblem shall be available for purchase by local members through the official TSA supplier.

The emblem is the official property of TSA. The local chapter, as an acting agent at that level for TSA, may remove the emblem from the jacket if any member does not fulfill the creed of TSA or whose detrimental action on the local level deems this necessary.

Lettering on the jacket shall consist of no more than three lines, those lines being: name, chapter, and year of graduation.

The emblem shall be worn only by members of TSA or its alumni. The emblem is available only through the official supplier and is supplied by said supplier with jacket and blazers.

## **X. PUBLICATIONS**

The publications of Illinois TSA shall consist of the state newspaper, TSA TODAY, to be published 4 times annually.

## **XI. RULES OF ORDER**

Roberts' Rules of Order, Revised, will govern any provisions not covered by the By-laws of IL-TSA.

## **XII. AMENDMENTS**

These By-laws and the Articles of Incorporation may be amended by either of the following methods:

### *First Method*

- All proposed amendments must be presented in writing to the Board of Directors thirty (30) days previous to the date set for the annual State Conference and copies thereof shall be sent to all Chapters prior to the conference.
- The Board of Directors may edit or correct proposed amendments, but must not alter their purpose. The proposed amendments shall be submitted in writing to the Delegate Assembly at the regular meeting during the annual State Conference.
- The Articles of Incorporation may be amended by a two- thirds vote of all voting delegates present at the Delegate Assembly of the annual State Conference, and such Articles of Incorporation shall be amended only as provided by the laws of the State of Illinois. Such amendments shall become effective on the effective date of the formal amendment of the Articles of Incorporation as provided by the laws of the State of Illinois.
- Amendments to the By-laws shall be by a majority vote of all voting delegates present at the Delegate Assembly of the annual State Conference, and unless otherwise provided by the amendment, they shall become effective immediately upon their adoption by the delegate assembly.

### *Second Method*

- All proposed amendments must be presented in writing to the Board of Directors.
- The Board of Directors may edit or correct proposed amendments, but must not alter their purpose. The Board of Directors shall prepare an official ballot which shall be sent to all member chapters. Each member chapter shall have two (2) votes as specified in the constitution. The Board of Directors reserves the right to set a deadline for the remittance of ballots and any and all ballots received after that time shall be declared null and void.
- The Articles of Incorporation may be amended by a two- thirds vote of all member chapters submitting voted ballots. Such Articles of Incorporation shall be amended only as provided by

the laws of the State of Illinois. Such amendments shall become effective as of the date specified in the formal amendment of the Articles of Incorporation as provided by the laws of the State of Illinois.

- Amendments to the bylaws shall be by a majority vote of all member chapters submitting voted ballots and unless otherwise provided by the amendment, they shall become effective immediately upon their adoption.

### *STANDING RULES*

Standing Rules shall be established from time to time by the Board of Directors as may be deemed necessary by that body in order to direct and expedite the business and operation of Illinois TSA.

#### *I. REGIONS*

The State of Illinois shall be divided into Regions to be determined by the Board of Directors.

#### *II. DUES*

Annual dues for active members of Illinois TSA shall be determined by a majority vote of the Board of Directors. Chapter dues should be received in the State office no later than the first day of December. Chapters affiliating after December 1 may be required to pay a higher rate for state dues.

#### *III. AMENDMENTS*

These Standing Rules may be amended as follows:

- All proposed amendments shall be presented to the Board of Directors in writing prior to the annual meeting of the Delegate Assembly.
- The Board of Directors may edit or correct proposed amendments, but not alter their purpose. The proposed amendments shall be presented in writing to the Delegate Assembly.
- Amendments to the Standing Rules shall be by a majority vote of all members of the Delegate Assembly present and voting at the annual State Conference, and unless provided by the Amendment shall become effective immediately upon their adoption by the Delegate Assembly.